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ABSTRACT

A catalog coded list is presented of all Community Action Training Institute materials, along with a brief description and a price list. Included are 28 training handbooks, booklets, and brochures; a collection of monographs and essays on community participation; training packages (syllabuses, curriculums, schedules) covering Community Action Program (CAP) administrators and staff, CAP neighborhood workers, consumer education, Spanish speaking leadership, and eight other categories; 26 short case studies; discussion materials or "Stimulators" (13 items); and seven miscellaneous items on welfare, personnel recruitment, and other topics. Instructions are given for filling out the order blank. (LY)

EDO 38607

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
OFFICE OF EDUCATION

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1970

MATERIALS & PUBLICATIONS

new jersey

COMMUNITY ACTION TRAINING INSTITUTE

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Telephone 609-888-4200

AC 001 179

The New Jersey Community Action Training Institute (CATI) has been in existence since 1965. Under a regional grant from the Office of Economic Opportunity (OEO), CATI is responsible for the development and delivery of training for a selected number of community action agencies throughout New Jersey and New York. CATI also provides training and technical assistance to OEO regions across the country with funds from a second, national grant. Training is alsc developed for other agencies on an individual contract basis.

In addition to providing,training, the Institute has, since its inception, made an extensive effort toward helping to fill the gap which exists in available, useful written materials designed expressely for workers in the war against poverty and related programs.

The following pages provide a listing of all CATI materials along with a brief description and a price listing. The catalogue code used to identify the materials is shown in the table of contents. Please use the code and the number when filling out the order blank which appears on the last page of this catalogue.

ED038607

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TRAINING HANDBOOKS, BOOKLETS, & BROCHURES

(Series #100)

CATALOGUE NUMBER	
101	ABOUT "BLOCK CLUBS" - How citizens can organize for action, 15 pages illustrated. 15¢ per copy
102	CAP/SCHOOL SEMINAR PAPERS - Booklet containing two papers: "A Model Program for Educationally Deprived Children" by John Henry Martin and "The School and the Community" by Preston R. Wilcox, 20 pages illustrated. 75¢ per copy
103	CHANGE COMES TO TRENTON SCHOOLS - This case study serves as a training instrument for community groups who want to change the School system in their community, 20 pages illustrated. 1 to 99 copies 50¢ per copy 100 and over 40¢ per copy
104	COMMUNITY ACTION TRAINING: A HANDBOOK FOR TRAINERS - A guide and resource book for effective training in anti-poverty programs; contains detailed information and examples on assessing needs, setting objectives, planning, and carrying out training and evaluation, 36 pages illustrated. $1.50 per copy
105	(THE) CATI NEWS-MAN - A handbook in newspaper form which serves as a guide on how to produce a community newspaper, 10 pages illustrated. 25¢ per copy

TRAINING BOOKLETS: *Con'd.*

CATALOGUE NUMBER

HOW TO CONDUCT A COMMUNITY ACTION MEETING TRAINING KIT - Includes (a) illustrated brochure on how to conduct a meeting, (b) fact test for trainees, (c) discussion stimulator, (d) guide on how to prepare by-laws, (e) guide on how to prepare an agenda, (f) checklist of things to be done in preparation, (g) 7-hour sample training program, and training sessions, 10 pages plus brochure.

106E *ENGLISH EDITION (KIT) - 20 pages illustrated plus brochure.*

75¢ per copy

106S *SPANISH EDITION (KIT) - 20 pages illustrated plus brochure.*

75¢ per copy

HOW TO CONDUCT A COMMUNITY ACTION MEETING BROCHURE - An illustrated guide and poster showing how to conduct a community action meeting.

107E *ENGLISH EDITION (BROCHURE) - illustrated poster.*

25¢ per copy

107S *SPANISH EDITION (BROCHURE) - illustrated poster.*

25¢ per copy

108 *HOW TO HUSTLE A JOB (BROCHURE) - Contains ideas on how to obtain or apply for a job: (a) where to look for a job, (b) how to case the company, (c) how to keep the job, (d) the interview, (e) how to hustle a better job, and (f) how to get funds (money) to get started.*

TRAINING BOOKLETS: Con'd

1 to 99 copies	25¢ per copy
100 and more	20¢ per copy

CATALOGUE NUMBER

109 — IT'S YOUR NEIGHBORHOOD (BROCHURE) - How to make your community a better place to raise your family, 15 pages illustrated.

15¢ per copy

110 — NEW CAREERS IN ACTION - A collection of reprints of articles by CATI staff dealing with new careers training programs for relocation aides in Jersey City and New York, welfare and code enforcement aides in Paterson, New Jersey and adult education aides in New Jersey ghettoes, 24 pages.

60¢ per copy

NEW JERSEY TENANT ACTION HANDBOOK - A guide to help poor people organize to correct critical housing problems in New Jersey.

111E — ENGLISH EDITION - 17 pages illustrated.

$1.00 per copy

111S — SPANISH EDITION - 32 pages illustrated.

75¢ per copy

112 — ORGANIZING CREDIT UNIONS - Intended for use both as a material for the training of credit union personnel and community organizers and as a working manual for helping groups, particularly neighborhood groups, to organize and manage a credit union, 26 pages illustrated.

75¢ per copy

TRAINING BOOKLETS: Con'd

CATALOGUE NUMBER	
113	*RACISM IN SCHOOLS: A RESPONSE UTILIZING LABORATORY TRAINING* - A report on the development, implementation and evaluation of a sensitivity training program conducted by CATI for a New Jersey school system, 30 pages. 50¢ per copy
114	*SO WHO NEEDS MONEY TO FIGHT POVERTY?* - A Collection of low-cost, no-cost anti-poverty programs; includes a "develop-your-own-low-cost" program worksheet, 48 pages, illustrated. 25¢ per copy
115	*TAPES FOR COMMUNITY ACTION* - Suggestions on how local CAPs can make creative use of tape recordings, in variety of programs. 75¢ per copy
116	*(THE) TRAINING PROCESS (BROCHURE)* - Designed to provide an introduction to the purpose and working rationale of the Institute's approach to training. 1 to 24 copies 20¢ per copy 25 and over 15¢ per copy
	USE A SURVEY TO FIGHT POVERTY - A guide to re-development and use of action surveys to solve specific poverty problems; includes sample surveys.
117E	ENGLISH EDITION - 40 pages illustrated. $1.25 per copy
117S	SPANISH EDITION - 36 pages illustrated. 75¢ per copy

TRAINING BOOKLETS: *Con'd*

CATALOGUE NUMBER

"YA ES TIEMPO" SERIES - In 1968 the New Jersey Community Action Training Institute produced a series of five half-hour television programs which were aired over Channel 47 in Newark. The shows were produced in Spanish and directed toward the Spanish-speaking population of New York City and northern New Jersey. The aim of the programs was to promote community action and community organization by depicting five of the most common community problems -- housing, employment, education, consumer fraud and leadership formation.

The following materials (118a--118e) represent a set of five training booklets produced in conjunction with the programs. Each booklet includes situations (or problems) commonly encountered in the community, and how they are acted upon or solved by the people involved.

-- Available with 16 mm films of each of the five programs and a documentary which includes segments of all five television shows with an English narrative. Write for details on renting the films.

118a a. *A SABE USTED COMPARA (CONSUMER EDUCATION) Includes: (a) consumer problems are presented and discussed, (b) how the group tries to interest others, and (c) the group begins to plan a meeting about their consumer problems, 16 pages illustrated.*

15¢ per copy

118b b. *SU CASA Y USTED (HOUSING PROBLEMS) Includes: (a) an incident occurs which makes all present aware of the seriousness of their housing problems, (b) a group of men who were at the party are at their club. They begin to discuss what happened, (c) one of*

TRAINING BOOKLETS: *Con'd*

CATALOGUE NUMBER		
		the men tries to have a meeting with no plan, and (d) the men who decided to form a club now meet with a local neighborhood worker to plan what they can and should do, 16 pages, illustrated.
		15¢ per copy
118c	*c.*	*PROBLEMS DE EMPLEO (EMPLOYMENT PROBLEMS) Includes: (a) the scene is a factory. A man is fired and comes to tell his friends who are taking a break, (b) methods of recruiting others are demonstrated, and (c) the program terminates as the training session continues, 16 pages illustrated.*
		15¢ per copy
118d	*d.*	*CRISIS EN EDUCATION (EDUCATION PROBLEMS) Includes: (a) three students accompanied by their parents have interviews with a teacher concerning their problems with school, (b) many people with similar problems get together, and (c) they plan to act and not just to talk, 16 pages illustrated.*
		15¢ per copy
118e	*e.*	*FORMACION DE UN LIDER (FORMATION OF A LEADER) Includes: (a) presentation of a new leader, (b) he learns about a leadership development course, (c) a training session is introduced, and (d) he conducts his first meeting as president of the block club, 16 pages illustrated.*
		15¢ per copy

TRAINING BOOKLETS: *Con'd*

CATALOGUE NUMBER	
119	*WRITE TO YOUR CONGRESSMAN - A guide showing citizens how to write letters to their congressman. (developed, produced, and printed with non-federal funds. The Institute will pass requests for copies and payment to the printer*
	5¢ per copy

CITIZEN PARTICIPATION

A CASE BOOK IN DEMOCRACY
Edited by: Edgar S. Cahn and
Barry A. Passett

This collection of monographs and essays is designed to stimulate thinking at the community level about participatory aspects of American democracy.

"Citizen Participation -- A Case Book in Democracy" presents the works of 18 individual authors, each telling the stories of participatory democracy. Some tell of its failure, some of its success. Some of its willful sabotage and others of its devoted followers. But all of the authors describe an effort at acheiving the ideal.

The end result is to portray to the reader the scope and magnitude of areas in which citizen participation can and has been utilized as a tool for developing a more "people" oriented society.

The following paragraph, taken from the introduction of "Citizen Participation" helps to relate the kind of thinking and cross-sampling of attitudes and viewpoints which went into the writing of this book.

"Citizen Participation does not foster halfhearted supporters. Many who have played a role in its growth have foregone the neutrality of observers for a partison's satisfaction. Others, having lived in the crossfire of criticism and controversy have become ardent opponents of what they see as the false reasoning and unrealistic expectations of citizen participation. Such varying viewpoints are of necessity reflected in the pages which follow."

CITIZEN PARTICIPATION: Con'd

CONTENT:

PART I: MAXIMUM FEASIBLE PARTICIPATION

Edgar S. Cahn
Jean C. Cahn

PART II: SPECIFIC ISSUES IN RESIDENT PARTICIPATION -- CASE STUDIES AND MONOGRAPHS

-- *Economic Development -- The SWAFCA Co-op*

Stanley Zimmerman

-- *Community Organization -- Participation on the Block*

David Borden

-- *CAP -- Participation in 20 Cities*

The Brandeis University Study

-- *Chambers of Commerce -- Participation and the Establishment*

Ivan Elmer

-- *Schools -- A Washington Case*

Gail Saliterman

-- *Manpower -- T.W.O. and The Blackstone Rangers*

Jerome Berstein

-- *Health -- Health Care and Poor People*

Wendy Goepel Brooks

-- *Highways -- The Bulldozer and the 1968 Hearings*

Jean Nicholson

CITIZEN PARTICIPATION: Con'd

-- *Model Cities -- The HUD Regulations*

-- *Model Cities -- Dayton Plays the Game*

Ginger Rosenberg

-- *Mass Media -- It's About Time!*

Patricia Wood

PART III: GENERAL CONCERNS REGARDING CITIZEN PARTICIPATION MONOGRAPHS

-- *Which Citizens to Participate in What?*

Irving Lazar

-- *CAP and the Democratic Process*

Christopher Breiseth

-- *Politics and Professionalism*

Frances Fox Piven

-- *Federal Standards and Regulations*

Daniel Fox

-- *Eight Rungs on the Ladder*

Sherry R. Arnstein

SOLD @ $1.95 PER COPY (this includes book mailing rate for 1 copy. Additional copies- postage will be charged).

Soft Cover Book, 365 pages, published by: N.J. Community Action Training Institute

SEE ATTACHED ORDER FORM WHICH FOLLOWS ON THE NEXT PAGE

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P.O. Box 4078
TRENTON, NEW JERSEY 08610

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A CASE BOOK IN DEMOCRACY

Please mail _____copies of "Citizen Participation" to me at the price of $1.95 per copy for a total cost of $ _____

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Please send copies to:

Name _____Title _____

_____

Organization _____

Street _____

city _____State _____Zip Code _____

If billing is requested, please indicate special billing instructions (if any) below.

_____

_____

_____

Would you like your name to be added to our mailing list?

yes ___ no ____

Signature _____

TRAINING PACKAGES

SYLLABI, CURRICULA, SCHEDULES

A training syllabus, a curriculum and a schedule are available for each of the following programs. The syllabus describes the background of the program: training objectives, training approach, program development process and the evaluation system. The curriculum is a narrative description of the training content and techniques employed. The schedule lists the item sequence of the program and the trainers conductivity of the program.

The training packages have been broken down into 14 major categories. The sections have been established according to the trainees who receive the training or according to the topic the training program involves.

SECTION	TITLE OF SECTION	PAGE
BD	CAP BOARDS OF DIRECTORS	11
AS	CAP ADMINISTRATORS AND STAFF	11-12
NW	CAP NEIGHBORHOOD WORKERS	12-13
CE	CONSUMER EDUCATION	13
E	*EDUCATION	14
H	*HOUSING	14
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** "NEW CAREERS" projects are included in these categories.*

Please use the form at the end of the catalogue to order training packages. Indicate the package you want by listing the catalogue number and the name of the program on the order form. The sections are distinguished by letter (s).

CATALOGUE NUMBER	NAME OF TRAINING PROGRAM

CAP BOARD OF DIRECTORS

Section (BD)

A series of training seminars designed and conducted for local CAP Boards throughout New Jersey. Special syllabi and curricula were prepared to meet the needs of the agencies listed below:

BD 101	BURLINGTON COUNTY BOARD MEMBERS
BD 102	CAMDEN (City) COUNCIL ON ECONOMIC OPPORTUNITY
BD 103	MORRIS COUNTY BOARD OF TRUSTEES
BD 104	PASSAIC (City) CONFERENCE FOR ECONOMIC OPPORTUNITY
BD 105	SOUTHWEST CITIZENS ORGANIZATION FOR POVERTY ELIMINATION (SCOPE)
BD 106	UNITED COMMUNITY CORPORATION EXECUTIVE COMMITTEE
	SPANISH-SPEAKING CAP BOARD MEMBERS

(See section (SS) on page 12)

CAP ADMINISTRATORS AND STAFF

Section (AS)

A series of programs designed to meet the specific needs of CAP staff were conducted for the following agencies:

AS 101	ATLANTIC HUMAN RESOURCES, INC.
AS 102	BAYONNE ECONOMIC OPPORTUNITY FOUNDATION
AS 103	BERGEN COUNTY COMMUNITY ACTION PROGRAM
AS 104	CAP PERSONAL DIRECTORS I & II

CATALOGUE NUMBER	NAME OF TRAINING PROGRAM
AS 105	JERSEY CITY CAN-DO I & II
AS 106	SCOPE MIGRANT PROGRAM
AS 107	MIGRANT PRE-VOCATION TRAINING FOR MIDDLESEX, MONMOUTH, ATLANTIC AND CAPE MAY COUNTIES
AS 108	CAP NEIGHBORHOOD COUNCIL SUPERVISORS
AS 109	NEW JERSEY-DELAWARE CAP MIDDLE MANAGERS
AS 110	NORTHWEST NEW JERSEY COMMUNITY ACTION PROGRAM
AS 111	PATERSON NEW CAREERS STAFF
AS 112	PATERSON TASK FORCE NEIGHBORHOOD COUNCIL SECRETARIES
AS 113	SOUTH BROOKLYN COMMUNITY CORPORATION ADMINISTRATIVE STAFF
AS 114	SOUTH BROOKLYN COMMUNITY CORPORATION SECRETARIAL STAFF
AS 115	SOUTH BROOKLYN COMMUNITY CORPORATION SUPERVISORY STAFF
AS 116	SOUTH BRONX COMMUNITY CORPORATION EXECUTIVE STAFF
AS 117	SOUTH JAMAICA COMMUNITY PROGRESS CENTER, INC.
AS 118	WILLIAMSBURG (WILL-ACT) STAFF

CAP NEIGHBORHOOD WORKERS

Section (NW)

Comprehensive training programs designed to serve the training needs of neighborhood center and other outreach staff working for agencies in the metropolitan New York - New Jersey- Delaware area:

CATALOGUE NUMBER	NAME OF TRAINING PROGRAM
NW 101	BURLINGTON COUNTY COMMUNITY ACTION TRAINING PROGRAM
NW 102	CAP NEIGHBORHOOD YOUTH CORE ENROLLEES
NW 103	COMMUNITY ACTION OF GREATER WILMINGTON
NW 104	ESSEX COUNTY YOUTH AND ECONOMIC REHABILITATION COMMISSION
NW 105	MONMOUTH COUNTY (MCAP) COMMUNITY ORGANIZERS REPRESENTATIVES AIDES
NW 106	MONMOUTH COUNTY COMMUNITY ORGANIZERS SPECIALISTS
NW 107	NEWARK AREA BOARDS COMMUNITY ORGANIZERS
NW 108	NEWARK UNITED COMMUNITY CORPORATION, COMMUNITY ORGANIZATION AIDES
NW 109	OPPORTUNITIES FOR BOOME, INC., COMMUNITY ORGANIZERS
NW 110	SOUTH BROOKLYN COMMUNITY CORPORATION BLOCKWORKERS AND EXPEDITORS
NW 111	SOUTH BROOKLYN COMMUNITY WORKERS AND ORGANIZERS
NW 112	SOUTH JAMAICA COMMUNITY PROGRESS CENTER
NW 113	SOUTHWEST REGIONAL (SCOPE) AND BURLINGTON COUNTY NEIGHBORHOOD ORGANIZERS (RURAL)
NW 114	WILLIAMSBURG WILL-ACT CENTERS
NW 115	a. CENTERS I & III
NW 116	b. CENTERS IV, V, & VI
NW 117	c. CENTERS II, & VII

CATALOGUE NUMBER	NAME OF TRAINING PROGRAM

CONSUMER EDUCATION

Section (CE)

A series of programs designed to provide skills and the knowledge that anti-poverty workers need to deal with consumer fraud, consumer rights, and responsibilities:

CE 101	SOUTH BRONX COMMUNITY CORPORATION CONSUMER EDUCATION
CE 102	STATEWIDE CONSUMER ACTION PROGRAM I & II

EDUCATION

Section (E)

E 101	BERGEN COUNTY HEAD START
E 102	BROWNSVILLE EDUCATIONAL CONFERENCE
E 103	JERSEY CITY CAN-DO HEAD START PROGRAM AIDES

HOUSING

Section (H)

H 101	ATLANTIC HUMAN RESOURCES CODE ENFORCEMENT AIDES
H 102	CAP HOUSING SPECIALISTS
H 103	*JERSEY CITY RELOCATION AIDES
H 104	*NEW YORK CITY RELOCATION AIDES
H 105	*PATERSON CODE ENFORCEMENT AIDES

*NEW CAREERS PROGRAMS

CATALOGUE NUMBER	NAME OF TRAINING PROGRAM

MANPOWER

Section (M)

M 101	SOUTH BRONX CEP NEIGHBORHOOD YOUTH CORPS PROJECT COUNSELORS AND GROUP LEADERS (N.Y.C.)
M 102	NEW YORK CITY MANPOWER AND CAREER DEVELOPMENT AGENCY COUNSELING SUPERVISORS
M 103	NEW YORK CITY MANPOWER AND CAREER DEVELOPMENT AGENCY MANAGERIAL AND PERSONNEL GROWTH LABORATORY
M 104	MANPOWER MANAGEMENT SEMINAR SERIES FOR NEW YORK CITY NEIGHBORHOOD MANPOWER CENTER DIRECTORS
M 105	OPPORTUNITIES FOR BOOME, INC. COUNSELORS
M 106	SCHNECTADY COMMUNITY ACTION PROGRAM
M 107	SOUTH BRONX CEP FIELD WORKERS
M 108	SOUTH BRONX COUNSELORS
M 109	STATEWIDE COUNSELORS PROGRAM
M 110	STATEWIDE LEADERSHIP DEVELOPMENT PROGRAM
M 111	(THE) PROJECT SEED TRAINING PROGRAM

SENIOR CITIZENS

Section (SC)

SC 101	BERGEN CAP: GARFIELD SENIOR CITIZEN AIDES
SC 102	BERGEN CAP: ENGLEWOOD-HACKENSACK SENIOR CITIZEN AIDES
SC 103	MONMOUTH CAP SENIOR CITIZENS MOBILIZATION

CATALOGUE NUMBER	NAME OF TRAINING PROGRAM
Section (SC): Con'd	
SC 104	NEWARK GOLDEN AGE PLAN
SC 105	ORANGE OPPORTUNITY CORPORATION SENIOR CITIZEN CENTER STAFF
SC 106	PROJECT FIND AIDES (NATIONAL COUNCIL ON THE AGING)
SC 107	PROJECT FIND DIRECTORS (NATIONAL COUNCIL ON THE AGING)
SC 108	CAP SENIOR STAFF TRAINING PROGRAM

SPANISH-SPEAKING LEADERSHIP

Section (SS)

A series of training programs were designed and conducted in English and Spanish for CAP administrators, staff and board members serving Spanish-speaking people:

SS 101	SCHEMATIC OUTLINE OF YA ES TIEMPO SPANISH T.V. TRAINING PROGRAM
SS 102	PRELIMINARY EVALUATION OF THE SPANISH T.V. TRAINING PROGRAM
SS 103	NORTH HUDSON G.E.D. SPANISH INSTRUCTORS
SS 104	SAINT LUCY'S YOUTH ORGANIZATION TRAINING PROGRAM
SS 105	SPANISH-SPEAKING CAP BOARD MEMBERS
SS 106	SPANISH-SPEAKING CAP BOARD MEMBERS
SS 107	SPANISH-SPEAKING COMMUNITY DEVELOPERS, I, II & III
SS 108	YOUNG PUERTO RICAN CONFRONTATION COMMITTEE

CATALOGUE NUMBER	NAME OF TRAINING PROGRAM

TRADE UNIONS

Section (TU)

TU 101	LABOR UNION AND CAP STAFF TRAINERS - A program for trade unionists and CAP staff as community trainers.

WELFARE

Section (W)

W 101	JERSEY CITY CAN-DO WELFARE AIDES I, II & III
W 102	BRONX WELFARE RIGHTS NEGOTIATION SKILLS
W 103	*PATERSON WELFARE AIDES
W 104	STATEWIDE PROGRAM FOR WELFARE AIDES, I & II
W 105	STATEWIDE WELFARE RIGHTS PROGRAM

*NEW CAREERS PROGRAM

SPECIAL DEMONSTRATIONS AND PROGRAMS

Section (DP)

DP 101	A STUDY OF COMMUNITY REACTION TO WHITE RACISM BY VIRTURE OF EXCLUSION AND DISTORTION IN SYNDICATED NEWSPAPER COMIC STRIPS
DP 102	CONFERENCE WORKSHOP ON THE USE OF COMMERICAL TELEVISION FOR TRAINING AND COMMUNITY ORGANIZATION
DP 103	HAMILTON TOWNSHIP (AHR) COMMUNITY DEVELOPMENT COMMITTEE VOLUNTEERS

CATALOGUE NUMBER	NAME OF TRAINING PROGRAM
Section (DP): Con'd	
DP 104	MODEL CITIES TASK FORCE - Training was provided to 12 members serving on Governor Hughes' Task Force on Model Cities.
DP 105	NEW JERSEY COMMUNITY ACTION TRAINING INSTITUTE IN-SERVICE PROGRAM FOR CATI STAFF
DP 106	STATEWIDE CONFERENCE FOR NEWSMEN AND COMMUNITY LEADERS
DP 107	TRAIN-THE-TRAINERS STAFF TRAINING PROGRAM

CATALOGUE NUMBER

CASE STUDIES

Section (CS)

A case study presents a problem for trainees to solve. It is one of many training tools used by the New Jersey Community Action Training Institute in its skill-training programs for anti-poverty workers.

Each case study in this manual creates an imaginary situation involving actual problems that community action workers must handle. There may be many different ways of solving the problem. Trainees are asked to determine the best way of handling the problem by discussing and investigating all possible solutions. It is through this problem solving that skills are increased and training takes place.

The first copy of each case study is free. Additional copies can be purchased for 5¢ per page. The number of pages in each is shown below.

COMMUNITY ACTION PROGRAMS AND NEIGHBORHOOD CENTERS

CS 200	A CAMEL IS A HORSE DESIGNED BY A COMMITTEE - The wrong way to create a CAP education Committee	6 pages
CS 201	NEIGHBORHOOD AREA SERVICE CENTERS - Organizing neighborhood centers for a tri-county community action program	5 pages
CS 202	PROGRESS CITY - Organizing neighborhood centers for an urban community action program	5 pages
CS 203	NEIGHBORHOOD CENTERS AS A TOOL FOR COMMUNITY ACTION - Mobilizing the community to help solve problems	3 pages

CATALOGUE NUMBER

Section (CS): Con'd

CS 204 — THE EARLY AIDE MEETS SUCCESS - Neighborhood center aides plan and schedule a work day and a work week

4 pages

CONSUMER EDUCATION

CS 300 & CS 301 — A CAR SWINDLE INVOLVING AN AUTO DEALER AND A FINANCE COMPANY - A two-part case study involving a reprint of a story published in the newspaper of the Consumers Education and Protective Association of Philadelphia

2 pages

CS 302 — THE HIGH COST OF MONEY - A widow finds she can finance home repairs

EDUCATION

CS 400 — URBAN CITY, NEW JERSEY - A CAP meets the requirements of Title I of the Elementary and Secondary Education Act

4 pages

CS 401 — PENNIES FROM HEAVEN - A CAP Policy Committee plans to use a $20,000 gift for a Head Start program

6 pages

CS 402 — "CASOS COBRE EDUCATION" - Four case studies in Spanish for Puerto Rican residents

2 pages

a. A Puerto Rican Student arrives
b. An adult cannot speak English
c. Representation on the board of Education
d. The organization of the PTA

CATALOGUE NUMBER

Section (CS): Con'd

CS 403	"ARE DOCTORS, NURSES AND DENTISTS NEEDED IN HEAD START?" - A child enrolled in Head Start

HOUSING

CS 500	A CAP BECOMES CONCERNED ABOUT MIGRANT HOUSING 2 pages
CS 501	AN URBAN RENEWAL CITY PLANS A RELOCATION PROJECT 2 pages
CS 502	A CITY'S SENIOR CITIZENS NEED HOUSING 2 pages
CS 503	A TOWN FACES UP TO CODE ENFORCEMENT 2 pages
CS 504	RURAL CITIZENS NEED BETTER HOUSING FACILITIES 4 pages
CS 505	A CITY SOLVES ITS HOUSING PROBLEMS 2 pages
CS 506	A CITY SUPPLEMENTS ITS LOW-INCOME HOUSING WITH A LEASED HOUSING PROGRAM 3 pages
CS 507	HOUSING, WELFARE AND A CAP'S INVOLVEMENT - Welfare mothers stage a sit-in at a Housing Authority and a CAP becomes involved 4 pages

MOBILIZING LOCAL RESOURCES

CS 600	RURAL COMMUNITY ACTION PROGRAM - The resources of community organizations can help a rural CAP continue its program 5 pages

CATALOGUE
NUMBER

Section (CS): Con'd

SENIOR CITIZENS

CS 700 — MORE THAN MEMORIES - A case study package on the needs of senior citizens

4 pages

a. To Be Well Fed
b. The Friends of Yesterday
c. Is The Doctor A ENEMY?
d. A Place To Call Home

CS 701 — SENIOR CITIZENS AND PROJECT FIND - A director gets project off to a good start

6 pages

WELFARE

CS 800 — "CAN THEY DO IT THEMSELVES?" - A CAP Welfare Aide helps a group of welfare mothers plan low-cost or no-cost solutions to their problems

3 pages

CS 801 — "CASE STUDY OF A WELFARE FAMILY" - Referrals to the proper community agencies is a problem-solving method used by a CAP Welfare Aide

2 pages

CS 802 — "CASE STUDY OF A WELFARE MOTHER" - A CAP Welfare Aide plans a program for an unwed welfare mother

2 pages

CS 803 — MOBILIZING COMMUNITY RESOURCES - What resources can be used to help a welfare family solve its problems?

3 pages

CATALOGUE NUMBER

DISCUSSION STIMULATORS

Section (DS)

Discussion stimulators are composed of a series of provacative statements to which trainees are asked to respond as the "kick-off" to a discussion. The first copy of each discussion stimulator is free. Additional copies can be purchase at 5¢ per page. The number of pages in each discussion stimulator is shown below:

DS 1000	CHANGE IN THE URBAN COMMUNITY STRUCTURE	1 page
DS 1001	CONSUMER EDUCATION (Match Test)	1 page
DS 1002	BOARD AND STAFF OF NEW YORK CITY URBAN LEAGUE	2 pages
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